

**Municipality of the County of Inverness  
Committee of the Whole Meeting  
Thursday, March 24th, 2022  
9:30 am  
Council Chambers**

**MINUTES**

Council:       Warden Bonny MacIsaac  
                  Deputy Warden Catherine Gillis  
                  Councillor John MacLennan  
                  Councillor Lynn Chisholm  
                  Councillor Claude Poirier

Staff:           Keith MacDonald, CAO  
                  Tanya Tibbo, Director of Finance  
                  Debbie Nicholson, Administrative Assistant to Council/ CAO  
                  Donna MacDonald, Director of Tourism and Culture  
                  Erin Gillis, Manager of Operations and Occupational Health and Safety  
                  Charlotte MacDonald, Manager of Recreation

**1. CALL TO ORDER**

Warden MacIsaac called the meeting to order at 9:30 am and welcomed all in attendance. Roll call was taken. Acknowledgement was made that the land on which we gather is located in the ancestral and unceded territory of the Mi'kmaq people.

**2. APPROVAL OF AGENDA**

**MOTION:**               *That the agenda be approved as presented.*

**MOVED BY:**           Deputy Warden Gillis

**SECONDED BY:**       Councillor Chisholm

**MOTION CARRIED**

**3. STAFF REPORTS**

**(a) Water and Wastewater Operations, Chestley Carr**

The lift station # 4 in Cheticamp has been installed. Whycocomagh replacements are being scheduled with Nova Scotia Power and Lynk Electric. The Judique wellfield # 4 pump test was completed. Other ongoing projects include Convent Street water treatment plant upgrades, sink/water heater installations, the Inverness water treatment plant control panel replacement, and the Broad Cove Banks Road booster station project. Training courses, water sampling, hydrant maintenance and repair are ongoing. The Route 19 infrastructure upgrade project is on hold until

later in the spring. Manager meetings, compliance meetings, and internal project team meetings continue.

**(b) Infrastructure Unit, Ellen Murphy**

Monthly highlights in infrastructure include water leak repairs, sewer repairs and curb stop repairs. Asphalt repairs have been completed in all communities. An internal servicing plan is being prepared for Silverwood Lane, Inverness. Water and waste water facility maintenance and upkeep continue. Projects are ongoing at the Old Water Treatment Plant in Mabou and the Strathlorne facility (heating and air conditioning). Municipal streetlight serving work is being addressed by the contractor. Multiple meetings within the department and with external partners continue.

**(c) Erin Gillis, Operations and Occupational Health and Safety**

Education campaigns are ongoing for the ReCollect App and the proper disposal of sharps. The Spring community clean up planning is underway. The opening of the Good Store, a community area for reuse, waste reduction education and diversion is on track for a spring/summer opening. Two temporary staffers are assisting with the backlog of materials at the recycling facility. The bylaw enforcement officer is conducting site security inspections and researching k-9 unit options. The EMO planner is currently reviewing emergency plans, distributing rapid tests to volunteer fire departments and working in conjunction with neighboring municipalities on a regional EMO exercise. Multiple meetings within the department and with external partners continue.

**(d) Trudy Gillis, Environmental Compliance**

Weekly and monthly reports to Nova Scotia Environment are ongoing. Budget preparation for water and waste water is ongoing. The Federal reporting for 2021 is complete. The development of an asset management structure for Infrastructure and Emergency Management is being developed. The operation of the flow meters in Inverness is being examined to ensure that they are operating correctly. Nova Scotia Environment inspection reports and directives are being addressed as required. A Standard Operating Procedure (SOP) for water meter reads is being developed in conjunction with the Finance Department. Multiple meetings within the department and with external partners continue.

**(e) Tanya Tibbo, Department of Finance**

The tax sale will be held by public tender on April 15<sup>th</sup>, 2022. Area rates and acreage for tax billing have been updated. Title changes and property tax collections continue monthly. Water Utility activities include collections, water shut offs, consumption investigations, meter installs, historical reads, and curb locates. Other department projects are underway including RFP development, land issues, cash receipting, and accounts payable. Ongoing initiatives include HR Policies, The Strait Area IT Initiative, Water Rate review, and the Marketing Levy review. The 2023 Budget Development is underway. Multiple meetings within the department and with external partners continue.

**(f) Donna MacDonald, Department of Tourism and Culture**

Staff is in the beginning stages of planning the 2022 Summer and Fall events brochure. Work continues toward the completion of gateway signage at municipal boundaries. Year end summary reports have been requested of the Newcomer Welcome Groups. KitchenFest and Celtic Colours music festivals are scheduled to return for 2022. The 2022 Music Tourism Convention will take place in Sydney on October 5th. Nomination forms have been distributed for the Volunteer Recognition Program. The deadline for nominations is April 22<sup>nd</sup>, with weekly volunteer highlights beginning during the final week of April. Multiple meetings within the department and with external funding partners and organizations continue.

**(g) Charlotte MacDonald, Department of Recreation**

Phase 2 of Physical Activity Strategy & Recreation Master Plan started with the first meeting of the Engagement Team. Great discussion was had and ideas were shared. The Phase one summary report was reviewed by staff and returned with edits and questions. The Spring School based programs wrapping revenue has been collected and processed. Department staff met with arena reps to discuss Net zero funding opportunities. Preparations are underway for Phase 2 of the Gender Equity Project. Multiple projects continue including accessibility, wellness, trails, and equipment rentals. Multiple meetings within the department and with external partners continue.

**(h) Melanie Beaton, Special Projects**

The Special Projects Team has continued to lead and facilitate many meetings on a vast profile of internal and external projects in partnership with consultant teams, project stakeholders, and community residents. Construction will resume on April 4th 2022 of the Sanitary Sewer & Water Main Replacement Project, Highway 19, Strathlorne/Inverness with the installation of the proposed sewer lift station. Multiple Internal Complex Infrastructure projects continue, as weather allows. Many Community projects are in development, and facility and equipment upgrades are underway. Multiple meetings within the department and with external partners continue.

**4. PRESENTATION: Western Cape Breton Daycares; Thom Oommen**

Currently there are three licensed daycare facilities in the Municipality of the County of Inverness; in Chéticamp, Whycocomagh and Port Hood. Affordable, accessible quality early childhood education improves overall child development, helps children to develop skills and allows children to attain higher levels of education. It allows more parents to work and provides employment opportunities. The challenges facing early childhood education in Inverness County include retaining staff, administrative tasks, and administrative changes at a provincial level.

**5. PRESENTATION: Mapleview Developments; Brian Brennan**

Mapleview Developments is a locally owned housing development at the top of Maple Street in the village of Inverness. Thirty five lots are contained within the development. These lots are for sale, as well as well as completed home packages. Mapleview Development is asking Municipal Council to consider a request for Municipal Road adoption.

## **6. PUBLIC TRANSPORTATION REVIEW REQUEST FOR QUOTATIONS**

The Municipality has launched a Request for Quotations (RFQ) to undertake a public transit review. This project aligns with Council discussions and motions to gather information on public transit ridership, routes, rates, and operational costs. Municipal staff were included in drafting the scope of work for the RFQ. Representatives of L'Acadie and Strait Area Transit provided input into the scope of work and were engaged in discussions with Municipal staff regarding the process and timelines for this work. All stakeholders engaged articulated the importance of supporting a sustainable transit network within the Municipality of the County of Inverness. In addition to gathering current data on ridership and operations, the review is intended to provide recommendations and best practices in rural transportation, and act as a Municipal tool for future planning. The RFQ is open until March 31, 2022. Final plan documents will be presented to Municipal Council during the fall/winter of 2022.

## **7. SPECIAL MUNICIPAL ELECTION; DISTRICT 2 COUNCILLOR**

Due to the vacancy created with the passing of Warden Cranton a date has been established for an election of a new councillor. The Special Election for District 2 will be held on June 4<sup>th</sup>, 2022. First Reading was given to the ByLaw to authorize the voting by telephone/internet for the 2022 Special Election for District 2 Councillor.

## **8. EMERGENCY MEASURES GRANT**

The Municipality will look at how much to fund the Emergency Measures Grant during upcoming Budget discussions and what initiatives these funds will be used for.

## **9. COMMUNITY GRANT APPLICATIONS**

### **a) Inverness County Centre for the Arts (ICCA): Mobile Stage**

The current request of the Municipality is \$10,000.00

Recommendation to Council to fund this request in full with funds coming from the District # 3 budget.

### **b) Rural Cape Breton Living Society: Operations Plan**

The current request of the Municipality is \$57,960.00

Recommendation to Council to revisit a revised funding request from this organization in the future, after a sustainable operational plan is completed and presented to Council.

c) **Maple Brook Community Pasture: Livestock Shelter**

The current request of the Municipality is \$7,866.00

Recommendation to Council to fund this request in full with funds coming from the District # 6 CDC budget.

d) **Cape Breton Highlands Education Centre and Academy: Playground**

The current request of the Municipality is \$10,000.00

Recommendation to Council to fund this request in full with funds coming from the Scotian Wind Fund.

e) **Glencoe Station Recreation Centre: Warming Centre**

The current request of the Municipality is \$8,857.90

Recommendation to Council to fund this request in full with funds coming from the District # 5 CDC budget.

**10. CORRESPONDENCE**

- **Eastern District Planning Commission** – February 2022 Building Permit Statistics were included in the Council package.
- **Nova Scotia Health** – A press release was issued by the Province of Nova Scotia announcing a new model of dialysis treatment to be piloted at Sacred Heart Hospital in Chéticamp in the spring of 2022.
- **Department of Communities Culture Tourism and Heritage** - The Department of Communities, Culture, Tourism and Heritage announced on March 15, 2022 that the Municipality of the County of Inverness will be receiving a one-time contribution of \$610,000 to support building an outdoor multi-court recreation facility in the village of Inverness.

**11. NEXT MEETING DATE**

Thursday, April 7, 2022 3:00 pm – Regular Meeting of Council

**12. ADJOURNMENT**

**MOTION:** *That Council adjourn at 11:59 am*  
**MOVED BY:** Deputy Warden Gillis  
**MOTION CARRIED**